

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
BOARD MEETING
Friday, April 17, 2009

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) met at 9:00 a.m. at the offices of the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507, of the Education and Research Center in Jackson, Mississippi, on Friday, April 17, 2009.

Members present: Mr. Bubba Hudspeth, Mrs. Brenda Yonge, Mr. Ed Perry, Mr. Bruce Martin, Mr. Bobby Steinriede, Mrs. Patricia Dickens, and Mr. Max Huey. Members not present: *Mr. Chip Crane, Mr. George Walker and Mr. Napoleon Moore.*

SBCJC Staff in attendance: Dr. Eric Clark, Mrs. Mitzy Johnson, Mrs. Deborah Gilbert, Dr. Shawn Mackey, Dr. Fiona Qualls, Dr. Larry Day, Mr. Ray Smith, Mr. Kell Smith and Mrs. Missy Saxton.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Reggie Sykes, Institutions of Higher Learning (IHL); Dr. Willis Lott, MS Gulf Coast Community College (MGCCC); Ms. Colleen Hartfield, Hinds Community College.

CALL TO ORDER

Mr. Bubba Hudspeth called the meeting to order at 9:00 a.m. and provided the meeting notice for the May 15th meeting on the Gulf Coast. The State Board for Community & Junior Colleges Board Meeting will be held on Friday, May 15, 2009, at 9:00 a.m. on the Jefferson Davis Campus of the Mississippi Gulf Coast Community College, Student Services Building, Room U-202.

PRELIMINARIES

Mr. Max Huey gave the invocation.

Approval of March 19 and 20, 2009 Meeting Minutes

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the SBCJC board **voted unanimously** to approve the minutes of the March 19 and 20, 2009, SBCJC Board Meetings.

Approval of Agenda

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the SBCJC board **voted unanimously** for approval of the day's agenda.

REPORTS/ACTION

Executive Director's Report

Dr. Clark greeted the Board Members and welcomed them to the meeting. He reported that the bond bill has been sent to the Governor's office and hopes it will be signed soon, allocating two million dollars to the purpose of building the proposed SBCJC headquarters building.

Dr. Clark will be the speaker at the MS Gulf Coast Community College graduation ceremony on

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May 14, 2009. He will be the speaker at the Southwest Community College graduation ceremony on May 15, 2009.

The stimulus package continues to provide challenging questions for staff. Dr. Clark and Deborah Gilbert have attended several meetings with the Governor's office to receive clarification on how funds are to be spent, once received.

Dr. Clark, Mrs. Gilbert, and Dr. Debra West met with officials from the US Department of Agriculture's Rural Development unit to discuss possible funding sources for community colleges. A meeting will be set up for representatives from the community colleges to hear this useful information.

Dr. Clark provided a handout which included a breakdown of how much money could be provided to the state should the cigarette tax be successfully passed. The Governor's office is hopeful that this will pass, as the state needs significant new tax revenues.

In working on plans for the new building, Dr. Clark asked staff about future budget needs, as well as a five-year staffing need. He would like to report this to key members of the legislature.

Several of the presidents asked our staff to contact the State Auditor and request information supporting Mid-Level Funding. The Auditor's office provided the hard number the legislature needs to fund the Mississippi Adequate Education Plan (MAEP). This should help our system have more worth in reminding the legislators that Mid-Level Funding is in the law and we have the numbers to support it.

Dr. Howell Garner is organizing a Community College Leadership Academy to be held in June at Eagle Ridge Conference Center in Raymond. The purpose of the academy is to recognize and train upstanding young leaders in the community college system. Attendees from the SBCJC are Dr. Shawn Mackey, Mr. Christian Pruitt and Mr. Kell Smith.

Dr. Clark provided to Board Members a copy of an interview with Dr. Bill Cosby, regarding the importance of community colleges. He also provided Dr. Eddie Smith's MS Public Broadcasting report.

Recently, Dr. Clark spoke to the Louisville Rotary Club, as well as the Greenville Rotary Club. While in Greenville, he visited with planners of a career fair hosted by Congressman Bennie Thompson, which will be held at the Greenville Higher Education Center. Dr. Clark will be attending the Association of Community College Trustees' conference for a panel discussion on April 27 in Biloxi. On April 28, the Community College Sports Hall of Fame Banquet will be held at the Hilton in Jackson.

Dr. Clark concluded his report.

MACJC Report

Dr. Willis Lott began his report by thanking the SBCJC Board Members for the good work they do coordinating activities for the community college system. He informed board members that Ms. Colleen Hartfield will be coming to today's meeting to share information regarding the MACJC strategic plan. He reported the 15 colleges are anxious for the budgeting process to be complete. Dr. Lott said he and his staff are proud to be hosting the SBCJC Board Members and Staff for the May MGCCC graduation ceremony and the May SBCJC Board Meeting. He said 15 members would be inducted into the Community College Sports Hall of fame.

Ms. Colleen Hartfield shared information regarding strategic plan that has been initially developed by the 15 presidents in the MACJC. The strategic plan brings together the legislative priorities and Mississippi Values project the MACJC began several years ago. At the upcoming Legislative

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Workshop, the MACJC will get input from other stakeholders, such as the MS Department of Employment Security and the inter-alumni council. When the strategic plan is completed, it will be shared with all stakeholders of the community college system.

Dr. Lott thanked Ms. Hartfield for her presentation and reminded Board Members that the Legislative Workshop will be held in Tunica, May 31 through June 3, 2009.

Career & Technical Education Report

Dr. Shawn Mackey, on behalf of Dr. Debra West, reported that there are no exhibits in the Career Tech unit this month. He said they are very active in their Office of Compliance Review, as they will be conducting a review at the MGCCC campus later in April. They are also on schedule for their spring Practical Nursing review. They completed Practical Nursing reviews at Southwest Community College at the beginning of April and will complete the reviews at East Mississippi Community College and East Central Community College towards the end of April. At the conclusion of those reviews, he will bring the information before the Board.

Workforce Report

Dr. Shawn Mackey presented the Workforce Report on behalf of Dr. Debra West. He presented **Exhibit A1**, the standard Workforce Report and **Exhibit A2**, the Workforce Enhancement Training Fund Revenue for FY 2009. Both of these items are for informational purposes only.

Grants and Related Activities Report

Dr. Mackey presented the Grants report, **Exhibit B1**. This is the standard Grants report information, including all grants issued. **Exhibit B2** shows the number of Career Readiness Certificates (CRC) issued to-date. Both of these items are for informational purposes only.

College Outreach Report

Dr. Larry Day presented **Exhibit C**, the Active Capital Improvement Projects for the past two months at the community colleges.

Program Report

Dr. Fiona Qualls updated the Board Members regarding the Monitoring Unit. This unit provides monitoring for Workforce, as well as other specified contracts, such as the contract between SBCJC and Jobs for Mississippi Graduates. The summer and fall enrollment audits have been completed. The exceptions will be filed and colleges notified by email. The spring enrollment audits will begin in late April. A streamlined process is still desired for the enrollment audit process. Internal guidelines are being developed for the staff performing the audits. This will require some change of our appropriation bill language. Once that language is approved, the details of the process can be worked out and completed.

The athletics unit has been very busy with end of the year tournaments, including tennis and baseball. An issue of the protected list has been raised at several colleges, resulting in one lawsuit brought against one of our colleges. Mr. Jim Southward will represent the MACJC and will speak to the protected list regulations.

MSVCC enrollment has increased by 27%, which keeps the MSVCC staff very busy. The Commission on Proprietary Schools and College Registration (CPSCR) met in April and discussed raising their fees. However, their fees are in statute, which would require a change of law. The possibility of this change will be revisited closer to the beginning of the 2010 legislative

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session. Dr. Storey, a member of the CPSCR board for 14 years, has retired and a new member will need to be appointed in the near future.

Mrs. Eloise Richardson provided the report for GED and Adult Basic Education. She distributed a thank you letter addressed to SBCJC staff member Janice Young, written by an individual whom Ms. Young had helped. Ms. Richardson pointed out that it was a nice treat to receive a letter of thanks. She further reported that all branches of the United States Armed Services are not accepting the GED as an acceptable form of education completed. The Armed Services report they are not actively recruiting new troops at this time.

She further reported that the ABE conferences will be held in two locations this year, one in Oxford and one in Natchez. She invited Board Members to attend a conference close to them.

The Dollar General Foundation provides funds to support GED programs nationwide. They have teamed up with the National Coalition for Literacy and will be sponsoring ten one-day meetings across the nation. Mississippi is one of those states and this meeting will be held May 19 at the Jackson Hilton. The Adult Ed directors and trainers, as well as other groups will teach peers on how to become better advocates for the GED program.

Ms. Richardson and Mr. Danny Seal were reviewing their performance measures in GED/ABE and realized they have already met their goals for the year, with the exception of *English as a Second Language*. She concluded her report.

Mr. Hudspeth recessed the meeting at 10:05 a.m. and reconvened the meeting at 10:15 a.m.

Technology Report

Mr. Ray Smith thanked the board for approving the virtualization assessment project which is now underway. The Infinite group has met with staff at MS Delta and Coahoma. This process should be completed within 30 days and a report will be provided shortly thereafter. This particular project was designed to help the colleges look forward to utilizing advanced technology that would modernize their data centers and computer system. If a college wanted to do this kind of project on its own, it would cost significantly more than the amount that all 15 colleges have paid individually to have this assessment done. Mr. Smith will bring a final report to the board as soon as this is completed.

Research and Planning Report

Mrs. Mitzy Johnson presented the Research and Planning report. She was asked by the State Institution Research Association to be a presenter to newcomers. An external assessment has been conducted for the Research and Planning office and Ms. Johnson is waiting for a feedback analysis report. She continues to provide ad hoc reports to the community colleges and other agencies. She has been working on the SREB Annual Survey and is waiting on numbers from the enrollment audits to complete the survey. She has been reviewing Business Intelligence Solution software that will allow users to create their own queries and reports being a benefit for the agency as well as the Research and Planning Division.

Legislative Report

Mr. Kell Smith reported that the legislature is scheduled to come back into session on May 6th. They need to reconcile the state budget.

Dr. Clark added that while this was off the subject of legislative matters, he did want to inform the board that Mr. Kell Smith, Mr. Ray Smith and others have been working on a new agency website and hope to have that site active very soon.

Finance Report

Mrs. Deborah Gilbert presented the Finance report and referred SBCJC members to the Finance agenda tab.

Attachment 1 is the approval request for the Education Enhancement Fund Disbursements for Fund 4080 for \$2,871,341.00 and Fund 4110 for \$82,112.00, for a total amount of \$2,953,453.00, for April 30, 2009.

In a motion made by Mr. Ed Perry and seconded by Mr. Bruce Martin, the SBCJC **voted unanimously** to approve the request for the Education Enhancement Fund Disbursements for Fund 4080 for \$2,871,341.00 and Fund 4110 for \$82,112.00, for a total amount of \$2,953,453.00, for April 30, 2009.

Attachment 2 is an Update on the Education Enhancement Fund Reductions. This is for informational purposes only and does not require action.

Attachments 3a and 3b are the Financial Statements for Funds 2291 and Special Funds as of March 31, 2009. This is for informational purposes only and does not require approval.

Attachment 4 is a specific breakdown of House Bill 1722, also known as the Bond Bill. Ms. Gilbert and Dr. Clark are hopeful that the Governor will sign this bill into action very soon.

Attachment 5 is the Purchasing Approval request for the ACT, Inc., License to WorkKeys System Materials and *Express Score* System Materials, totaling \$26,000.00.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the Purchasing Approval request for the ACT Inc., License to WorkKeys System Materials, and *Express Score* System Materials, totaling \$26,000.00.

Mrs. Gilbert asked the Board Members for their input regarding the FY 2011 Budget Request for both the Support Budget as well as the Administration Budget.

Mrs. Gilbert concluded the Finance Report.

Travel Authorizations

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Patricia Dickens, the SBCJC board **voted unanimously** to approve the travel expenses for the MS Economic Council Annual Meeting held April 16, 2009, and the SBCJC Board Meeting held on April 16 and 17, 2009.

ELECTION OF OFFICERS

Mr. Ed Perry nominated Mr. George Walker as Chairman of the State Board for Community and Junior Colleges for the period of FY July 1, 2009 to June 30, 2010. Mrs. Brenda Yonge seconded the nomination. No more nominations were submitted from the floor.

In a motion made by Mr. Bruce Martin, and seconded by Mr. Bobby Steinriede, the SBCJC Board **voted unanimously** to close out nominations and elect Mr. George Walker, Chairman of the State Board for Community and Junior Colleges.

Mr. Max Huey nominated Mr. Bubba Hudspeth as Vice-Chairman of the State Board for Community and Junior Colleges for the period of FY July 1, 2009 to June 30, 2010. Mr. Bobby Steinriede seconded the nomination. No more nominations were submitted from the floor.

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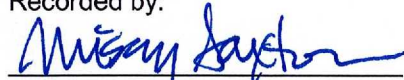
In a motion made by Mr. Max Huey, and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to close out nominations and elect Mr. Bubba Hudspeth, Vice-Chairman of the State Board for Community and Junior Colleges.

OTHER BUSINESS

ADJOURNMENT

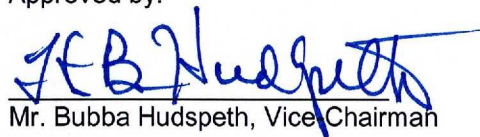
There being no other business, Mr. Hudspeth adjourned the meeting at 10:40 a.m.

Recorded by:



Missy Saxton, Executive Assistant

Approved by:



Mr. Bubba Hudspeth, Vice Chairman



Dr. Eric Clark, Executive Director

Exhibits:

Workforce
Grants
College Outreach Report
Dr. Clark's Handouts & Articles

Exhibits A1-A2
Exhibits B1-B2
Exhibit C